

**BARRE TOWN SELECTBOARD MEETING AGENDA**  
**February 9, 2021**

1. Call to order 8:05 p.m.
2. Pledge of Allegiance
3. Consider approving agenda.
4. Consider approving February 2, 2021 meeting minutes.
5. Announcements
6. Receive guests (by phone) for non-agenda items.
7. Public information session regarding March 2, 2021 waterline bond vote.
8. Consider adopting Resolution #1-21 authorizing documents to complete the financing for an ambulance and shelter/school generator.
9. Discussion about ambulance call billing.
10. Consider approving highway mileage certificate.
11. COVID-19 report, if needed.
12. Consider approving weekly Accounts Payable Warrants for February 9, 2021.
13. Miscellaneous: a) Trow Hill Grocery Second Class Liquor License; b) Martin's Food of South Burlington, d/b/a Hannaford Second Class Liquor License; c) other licenses or permits if any.
14. 'Round the table.
15. Executive session: personnel.
16. Adjourn.

**BARRE TOWN SELECTBOARD MINUTES**  
**February 9, 2021**

The duly warned meeting of February 9, 2021 was held at the Barre Town Municipal Building, Selectboard Room, in Lower Websterville, Vermont at 8:05 p.m. and remotely using Teams.

The following member attended in person: W. John "Jack" Mitchell. These members attended remotely: Paul White, Norma Malone, Justin Bolduc, and Bob Nelson.

Attendance in person for the regular meeting: Town Manager Carl Rogers. Attendance remotely for the regular meeting: Town Clerk-Treasurer Donna J. Kelty, Assistant Manager Elaine Wang, and EMS Director Chris Lamonda.

**CALL TO ORDER** – The meeting was called to order at 8:05 p.m.

**PLEDGE OF ALLEGIANCE** - Those present recited the Pledge of Allegiance.

**APPROVE THE AGENDA**

*On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to approve the meeting agenda as presented.*

**MINUTES**

*On a motion by Norma Malone, seconded by Justin Bolduc, the Selectboard voted unanimously to approve the Selectboard meeting minutes of February 2, 2021 with minor spelling and grammatical corrections as presented to the Clerk.*

**ANNOUNCEMENTS**

- ✓ The next quarterly property tax installment and semi-annual sewer use fee payments are due Tuesday, February 16, 2021. You have several options to pay, including direct debit, credit card, drop box, or mobile app. For details see [www.barretown.org](http://www.barretown.org) or call the Clerk's Office at 802-479-9391.
- ✓ The public is welcome to attend the Barre Town Budget Committee meetings by phone or video. The Committee is meeting every Tuesday at 6:00 p.m. through the end of March. You can find the telephone and video conference information, and the next agenda, at [www.barretown.org](http://www.barretown.org).
- ✓ On March 2, 2021, the Annual Barre Unified Union School District Meeting and the Special Barre Town election will be held. The warnings, showing what you will be voting on, are available at [www.barretown.org](http://www.barretown.org). Request your early ballot by filling out the postcard you received in the mail, or by calling the Clerk's Office at 802-479-9391.
- ✓ The organization called Freezing Fun for Families raises money for families battling childhood cancer. Their biggest fundraiser is the Annual Snow Softball Tournament usually held at the Barre

Selectboard Minutes of February 9, 2021 Continued:

Town Recreation Area. This year the event is scheduled for March 5 – 7, 2021, but it is still uncertain whether it will be allowable under state pandemic rules since those rules change often. Whether or not the event is held, anyone may donate now to the cause at [www.freezingfunforfamilies.com](http://www.freezingfunforfamilies.com) (all one word, dot com). If you have the means, please consider donating. You can read about the 2021 beneficiaries and find the donation link at their website,

**GUESTS - None**

**PUBLIC INFORMATIONAL SESSION – WATERLINE BOND VOTE**

Background: The public information session for the waterline bond vote, to be held on March 2, 2021, is not required by State law or Town Charter. This is to inform the residents and water system users what the bond vote means and to define the project.

General Information on the project was provided:

- The 2700’ waterline project would connect the water line in the Wilson Industrial Park to Bolster Road – completing a loop.
- Benefits: Users – in the event of repairs, etc., the consumer would still be able to have water. Town – provide an environment to help keep Chlorine residuals where they should be.
- Loan payment would be made by users or by the sale of lots within the Wilson Industrial Park.
- The State Loan opportunity would in essence be a grant of 75% of the project cost (amount that does not have to be repaid) and the Town would be responsible for \$112,500 of the project cost. Financing the project for a 30-year term would amount to \$5,740 per year (at current rates). A lot sells for approximately \$28,500 per acre in the Wilson Industrial Park.
- The Town citizens own the water system and therefore all Town residents need to vote on the project, even if they do not purchase their water from the Town system.
- Having the bond vote approved by the voters now, according to our Project Engineers, makes the award more favorable by the Group awarding the bonds.

**RESOLUTION #1-21**

**FINANCING DOCUMENTS FOR AMBULANCE AND GENERATOR**

Background: The Selectboard will be asked to approve the documents for financing the second of two ambulances and the shelter (at the school) generator. The ambulance has been delivered and the generator is expected in March or April. Financing is being arranged by Municipal Leasing Consultants of Grand Isle.

The ambulance is financed for 3 years (3 payments) with the first payment in advance. This payment is on tonight’s accounts payable warrant. The interest is 2.49% per the proposal approved by the Selectboard in December 2020. The generator is financed for 5 years with payments in arrears (the first payment will be due in February 2022) with an interest rate of 2.57% as proposed.

Documentation includes nine items:

- Bank’s Certificate Regarding Beneficial Owners of Legal Entity Customers
- Lease Schedule No. 3 (ambulance) and No. 4 (generator)
- Acceptance Certificate (one for each)
- Escrow Agreement (one for each)
- Pay Proceeds Letter (one for each)
- Notice and Acknowledgement of Assignment (one for each)
- Tax Certificate
- Insurance Authorization Letter
- IRS Form 8038-G.

*On a motion by Norma Malone, seconded by Justin Bolduc, the Selectboard voted unanimously to adopt Resolution #1-21, “A Resolution of the Town of Barre Authorizing the Execution and Delivery of a Master Equipment Lease Purchase Agreement with Respect to the Acquisition, Purchase, Financing, and Leasing of Certain Equipment or Capital Items for the Public Benefit; Authorizing the Execution and Delivery of Document Required in Connection Therewith; and Authorizing All Other Actions Necessary to the Consummation of the Transactions Contemplated By This Resolution.”*

**AMBULANCE CALL BILLING**

Background: Following the January 19, 2021 meeting the staff was instructed to collect some information on the billing of ambulance calls/trips/runs. EMS Director Lamonda has been working with the billing company to redesign standard bill and a draft was provided to the Board for review prior to the meeting. Information was also provided on several credit bureau (costs and procedures). The Board will also be discussing mutual aid and paramedic intercept charges.

Selectboard Minutes of February 9, 2021 Continued:

The Selectboard had requested information about the frequency of ambulance bill refunds. The Treasurer counted 20 refunds during the 26-week period of July 1 – December 31, 2020.

EMS Director lead the discussion on the bill form. Items omitted but would like to have included are primary/secondary insurances, add a column for payment date, separate columns for Charges and Payments, the font size (increase slightly), and on the back side enlarge the box for including credit card payment box. It was noted the software program being used by the billing company has “canned” billing formats so choices may be limited for bill design. The Director will investigate and report back on the cost for having the vendor creating a bill format specific to our wants and designing that form.

As for the frequency of refunds – Director Lamonda checked with other agencies of comparable size and the number of refunds cited by the Treasurer is not out of line. There was discussion regarding contractual allowances (on billing). It was noted no agency gets perfect information, especially if there is an emergency. Insurance companies have varying plans and managed care plans to supplement Medicare. These companies follow the same rules as Medicare. Board Member Malone stated examples are the recent ambulance bills presented at the Board of Abatement meeting. Director Lamonda will investigate.

Several weeks ago, Director Lamonda proposed adding some additional charges which involved mutual aid (communities who rely on Barre Town mutual aid to cover almost half of their annual call volume), and paramedic intercept (when our Paramedic is taken out of service for longer than 2 hours which results in the Town having to call in coverage) fees. Board discussion focused on looking at the possibility of drafting an agreement to be entered into with the Towns who rely on our service, do not have a contract, but are used for more than “mutual aid.”

The Town has been without a credit collection/bureau agency to collect/report past due bills for several years. Based on the information obtained thus far it appears an Agency fee would be approximately 1/3 of whatever was collected.

Director Lamonda also reported the refrigeration system for the COVID vaccines is fully functional. They are now awaiting directives from the State.

### **ANNUAL HIGHWAY MILEAGE CERTIFICATE**

**Background:** Annually the Vermont Agency of Transportation collects information on Town roads (number of miles, class of road, etc.). This data is used to calculate cities’ and towns’ State Aid for Town Highway Grant. The Town Engineer prepared the State form noting there are no changes (none were discontinued, and no new ones added). Mathieu and Blake Drive were conditionally accepted but are not included on this document as final acceptance has not been granted. Staff is looking for Selectboard action to approve the document which must be submitted this month.

*On a motion by Jack Mitchell, seconded by Justin Bolduc, the Selectboard voted unanimously to approve the 2021 State Highway Mileage Certificate.*

During the motion discussion it was noted that someone should remind the State the language is a little outdate – Selectmen/Aldermen are no longer acceptable.

### **COVID-19 REPORT- None**

### **ACCOUNTS PAYABLE WARRANT**

*On a motion by Norma Malone, seconded by Jack Mitchell, the Selectboard voted to approve the accounts payable warrants dated February 9, 2021. Bob Nelson abstained due to an employer conflict.*

### **MISCELLANEOUS**

*On a motion by Bob Nelson, seconded by Justin Bolduc, the Selectboard voted unanimously to approve the following 2021 Second Class Liquor Licenses:*

- a) Trow Hill Grocery; and*
- b) Martin’s Food of South Burlington, d/b/a Hannaford.*

### **‘ROUND TABLE**

Norma Malone stated our House Representative Rob LaClair informed her our Charter Change, approved by the voters last June, would be on the agenda tomorrow.

Bob Nelson noted that on the Barre Town Recreation social media page there is a link to a survey regarding a property that was bequeathed to the Town. He encouraged residents of the area to respond. This will help to determine whether the Town will accept the bequeath.

Selectboard Minutes of February 9, 2021 Continued:

Paul White stated he has not received the letter from Zoning Administrator Chris Violette regarding the “preferred siting” status for the project by Merry Meadows LLC and NOVUS. Managers Rogers noted Mr. Violette has been out and will be contacting Mr. White soon.

Jack Mitchell expressed his sympathy with the passing of Marion Fish. Ms. Fish was the first female Barre Town Selectperson and “serving with her was quite an experience.” Items of interest were noted to include her speeding ticket which resulted in the speed limit change going down Middle Road.

**EXECUTIVE SESSION**

*On a motion by Jack Mitchell, seconded by Norma Malone, the Selectboard voted unanimously to find the need to go into executive session citing premature general public knowledge would clearly place the Selectboard at a substantial disadvantage.*

*On a motion by Jack Mitchell, seconded by Justin Bolduc, the Selectboard voted unanimously to go into executive session at 9:40 p.m. for contracts and personnel.*

*On a motion by Jack Mitchell, seconded by Justin Bolduc, the Selectboard voted unanimously to come out of executive session at 10:05 p.m.*

**ADJOURN**

*On a motion by Jack Mitchell, seconded by Justin Bolduc, the Selectboard voted unanimously to adjourn at 10:05 p.m.*

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Donna J. Kelty, Town Clerk-Treasurer

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Selectboard Chair

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Barre Town Selectboard